



## DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT

\_\_\_\_\_ REFERRED FOR ACTION  
 \_\_\_\_\_ ANSWER FOR MY SIGNATURE  
 \_\_\_\_\_ FOR FILE  
 \_\_\_\_\_ FOR YOUR INFORMATION  
 \_\_\_\_\_ FOR SIGNATURE  
 \_\_\_\_\_ RETURN TO ME  
 \_\_\_\_\_ PLEASE SEE ME  
 \_\_\_\_\_ PLEASE TELEPHONE ME  
 \_\_\_\_\_ FOR APPROVAL  
 \_\_\_\_\_ PLEASE ADVISE ME

BY \_\_\_\_\_ DATE \_\_\_\_\_  
 BY \_\_\_\_\_ DATE \_\_\_\_\_  
 BY \_\_\_\_\_ DATE \_\_\_\_\_

STATE PROJECT NO. \*.  
 F.A.P. NO. \*.  
 NAME  
 ROUTE \*  
 \* PARISH.

### MEMORANDUM:

TO: MR. LLOYD P. SCALLAN  
 DOTD APPRAISAL DIVISION CHIEF

FROM: \*  
 REAL ESTATE SPECIALIST

DATE: October 3, 2003

SUBJECT: Initial Appraisal Request

This is to request appraisals on the captioned project. In accordance with the guidelines of the Real Estate Section the following are provided:

1. Date of Joint Review: \*
2. Right of Way Maps Approved as Final: \*
3. Date Notification Letters sent: \*
4. Funding: Requested: \*
5. Sign Inventory: \*
6. Improvement Inventory: \*
7. Five (5) sets of the Right of Way Maps and Construction Plans.
8. Two (2) copies of the Title Research Reports, current as of reflecting current mailing addresses.
9. Ident Code: \* System Code: \*
10. Letting Date: \*
11. Parcel List Work Sheet: \*

### ATTACHMENTS

cc: Mrs. Pamela J. Leon  
 Mr. Charles E. Hudson  
 Mr. Richard McElveen  
 (District Manager)

|                                |            |
|--------------------------------|------------|
| _____ RECOMMENDED FOR APPROVAL | _____ DATE |
| _____ RECOMMENDED FOR APPROVAL | _____ DATE |
| _____ RECOMMENDED FOR APPROVAL | _____ DATE |
| _____ APPROVED                 | _____ DATE |